



STEP-BY-STEP GUIDE TO CHANGES TO OUR LEGAL IDENTITY AND IT SYSTEMS.



BUILDING TRUST



Step one – update your records

From 1 January 2023

Everbuild Building Products Limited legal identity will transfer into Sika Limited.

This is the final piece of the integration between Everbuild and Sika to become one statutory organisation. This will allow us to improve account management bringing you an improved experience in working with us.

Next steps for the legal identity change

By 1 January 2023, please update all your records to reflect our new legal identity, these details are:

Sika Limited, Watchmead, Welwyn Garden City, Hertfordshire, AL7 1BQ

Registered No. 226822

VAT Registration No. GB197018347

Phone (Main Reception): 01707 394444

Sika Limited bank details		
Bank address details	Bank account number details	
Citibank Citibank NA London Citigroup Centre 25-33 Canada Square Canary Wharf London E14 5LB	GBP Bank Acc No. 12735083 Sort code: 18 50 08 IBAN No: GB- 63CIT118500812735083 Swift Code: CITIGB2L	Euros Bank Acc No. 12764342 BIC CODE: CITIGB2L IBAN No: GB- 38CIT118500812764342

When can I place my last order using my Everbuild account?

From 2pm on 6 December 2022, we can no longer accept any purchase orders stating the Everbuild company name or using your current Everbuild account.

Next steps for current orders and placing new orders?

On the next page you will find all the details about how this will impact your existing orders, how to place new orders, and what will happen next.

Step two – managing your current orders

Up to 2pm on 6 December 2022

These changes will not impact orders placed prior to 2pm on 6 December 2022.

Your existing orders and any new orders placed up to 2pm on 6 December 2022 will be processed as per your order agreement.

Deliveries

For orders to be delivered during December 2022, you can continue to place orders up to 2pm on 6 December 2022.

For orders to be delivered from January 2023 you will be invoiced by Sika Limited, and all Purchase Orders must be raised in the name of Sika Limited. The order will be charged at the price list applicable as of 3 January 2023.

Return credit notes will not be raised until January 2023.

Step three – placing new orders

From 6 December 2022, you will no longer be able to use your Everbuild account and no purchase orders can be accepted under the name of Everbuild Building Products Limited. All new orders must be raised and placed under Sika Limited.

All orders should be sent to **distribution.sales@uk.sika.com**

From 3 January 2023, there will be a change to the way invoices are processed. You will now receive one invoice per delivery.

How do I order stock during December 2022?

Due to the legal entity change, we cannot accept new orders under Everbuild Building Products Limited from 6 December 2022. We can still make deliveries and process any orders made prior to 6 December 2022.

Limited time offer - extended credit terms

Due to the reduced timeframe for placing orders in December, we are pleased to announce, that for Everbuild orders dispatched and invoiced in the ordinary course of business, between 21 – 30 November, we are offering extended 30 days end of month credit terms.

Please speak to your Account Manager or our Customer Services Team who will be happy to support.

Step four - move to the Sika eShop

Do you have an Everbuild eShop account for online ordering?

The Everbuild eShop will accept final orders for deliveries in December 2022 at 2pm on Tuesday 6 December 2022; any eShop orders placed after this will be delivered in 2023.

Please observe the following for orders to be delivered during January 2023 or later:

- If placing an order during the period between 2pm on 6 December to 2pm on 14 December 2022, (this refers to the date the order is placed not the dispatch or delivery date) please use the existing Everbuild eShop. Note, orders raised in this period will be invoiced by and are payable to Sika Limited.
- For orders placed from 2pm on 14 December 2022, please use the Sika eShop. All orders raised will be invoiced by and are payable to Sika Limited.

To continue placing orders online you will need to register your account in the Sika eShop. You will be sent an email on 14 December 2022 with a link for automatic registration. Please activate your account using the link in this email.

How to open a new account profile on the Sika eShop.

- If you have an Everbuild eShop account, you will receive a new registration email from Sika on 14 December 2022.
- Follow the link in the email. Your details will be pre-registered, simply set up your new password.
- When accessing the new Sika eShop don't forget to change your bookmark setting, to replace the Everbuild eShop link.

Benefits of the Sika eShop.

Using the Sika eShop gives you the opportunity to order at a time that is convenient for you, and brings a range of other benefits:

- Bring all your ordering into one eShop account
- Easy access to your orders and invoices placed with Sika Limited
- Create multiple wish lists to store new products, or re-order instantly
- Easy to use search facility to find product you know
- See your full order price at checkout
- Access the latest product information and datasheets in one place

Please contact eshop@uk.sika.com with any questions.

FAQ's

Why is Everbuild being integrated into Sika?

Everbuild has been a Sika Limited company since 2013. This is the final piece of the legal integration between Everbuild and Sika to becoming one statutory organisation. This brings system and process efficiencies, giving you an improved customer experience.

What is my last order date using the Everbuild company name?

The last date for processing sales orders is 2pm on 6 December 2022. All orders must be received by this date for deliveries required in December 2022.

What happens if I want to place an order after the close date?

Please call your account manager to discuss.

Can I still place my January orders in December?

Yes, however the order must be addressed to Sika Limited, not Everbuild Building Products Limited. The order will be entered onto the system once available.

What if I have both a Sika customer account and an Everbuild customer account?

From 3 January 2023, your Everbuild Building Products Limited customer account will be inactive, and your Sika Limited account must be used.

Will Product codes be changed?

Yes, the existing Everbuild product codes will be replaced by the Sika SGAN, these are readily available from your local account manager.

Thank you for your support

Over the last few years, the integration of Everbuild into Sika has been a great success story.

Born out of the same desire to deliver results beyond the expected for you, our two organisations have formed an unbreakable bond.

This is the final step in the process to complete the legal integration of both organisations, which will apply from 1 January 2023.

We are excited about our future together - creating success stories for many years to come.

Please do reach out to our teams if you have any questions during this change.

**Tom Forsyth,
General Manager**

